City of Santa Fe

Agenda

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IMMIGRATION COMMITTEE MEETING

Tuesday, May 3rd, 2016
Market Station
Conference Room
500 Market Station
4:30 p.m.-6:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: April 5th, 2016
4. Community Comments
5. New Business/Action Items:
   a. Review and Discussion of Resolutions #2002-58 and #2002-3 & City of Santa Fe Rules and Procedures for City Committees
   b. Discussion and Election of Chair and Vice Chair
   c. Discussion and appointments of Subcommittees: i.e. Education, Social Media, etc.
   d. Discussion and approval of bi-monthly meetings.
6. Old Business: None
7. Comments from the Chair and Committee Members
8. Report from Staff
9. Adjournment

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Immigration Committee
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May 3, 2016

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Roll Call	A quorum was established by roll call.	1
2. Approval of the Agenda	*Ms. Lopez moved to approve the agenda as presented with a second by Ms. Guerrero which passed by voice vote*	1
3.Approval of Minutes of April 5, 2016	*Correction: The dates of the meeting on Page 1 ~~March 1, 2016~~ change to April 5, 2016.* *Ms. Diaz moved to approve the minutes of April 5, 2016 as amended with a second by Ms. Guerrero which passed by voice vote*	1
4. Community Comments		1
5. New Business/Action Items A.) Review and Discussion of Resolutions #2002-58 and #2002-3 & City of Santa Fe Rules and Procedures for City Committees B.) Discussion and Election of Chair and Vice Chair C.) Discussion and appointments of Subcommittees: i.e Education, Social Media, etc. D.) Discussion and approval of bi-monthly meetings	*Mr. Rios moved to accept the Internal Framework as amended, with a second from Ms. Ayers which passed by voice vote.* *Ms. Ugalde- Alcazar moved to send the recommendation to the Mayor for Mr. Rios to serve as Chair of the Committee, with a second from Ms. Lopez which passed by voice vote.*	2 3,4 4 4
6. Old Business: None		4
7. Comments from the Chair and Commission Members		4
8.Report from Staff		4
9.Adjournment	*There being no further business to come before the Immigration Committee the meeting was adjourned at 6:02 p.m.*	4
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Immigration Committee
500 Market Street, Railyard Offices
4:30 p.m. to 6:00 p.m.
May 3, 2016

CALL TO ORDER

1. **The Immigration Committee was called to order at 4:32 p.m. by Chair Alejandra Seluja. A quorum was established by roll call.**

ROLL CALL

Present
Alejandra Seluja, Chair
Maria Cristina Lopez, Vice Chair
Amparo Guerrero
MariaJose Ugalde-Alcazar
Susan Hayre
Jewel Cabeza de Vaca
Javier Rios
Elizabeth Hemmer
Susan Hayre

Excused

Others Present
Marcella Diaz, Somos Un Pueblo Unidos
Chris Sanchez, City of Santa Fe
Sgt. Judah Montano, SF City Police
Linda Vigil, Stenographer

2. **APPROVAL OF THE AGENDA**

***MOTION:* Ms. Lopez moved to approve the agenda as presented with a second by Ms. Guerrero which passed by voice vote**

3. **APPROVAL OF MINUTES OF April 5th, 2016**

Correction: The date of the meeting on Page 1 ~~March 1, 2016~~ ***change to*** April 5, 2016.

***MOTION:* Ms. Diaz moved to approve the minutes of April 5, 2016 as amended with a second by Ms. Guerrero which passed by voice vote**

4. **COMMUNITY COMMENTS**

There were no Community Comments.

5. NEW BUSINESS/ACTION ITEMS:

a.) Review and Discussion of Resolutions #2002-58 and #2002-3 & City of Santa Fe Rules and Procedures for City Committees

Mr. Sanchez presented a copy of the Resolution and the Rules and Procedures on the projector.

A brief discussion was held about the process of selecting or recommending a Chair and Vice Chair.

A discussion was held about making changes to the Resolution and the process. Mr. Sanchez explained that the changes can be proposed to the liaison in the legal department who can re-write it, it would then need to go through the proper committees and ultimately be passed by City Council.

Mr. Sanchez explained that the matter of term limits and the number of members are things that can be changed. Chair Seluja stated the reason the number of members changed was because it was difficult to gather for a quorum. With 9 members it is more manageable. But it can also be changed.

Ms. CdeBaca stated the variety of descriptions are all represented well on the Committee. It seems they are accomplishing what the Resolution states. Ms. CdeBaca feels confident with the Mayor's decision to uphold the Chair.

Ms. Hemmer stated they can recommend changes and the Mayor can deny them if he chooses.

Ms. Guerrero feels it is important to clarify things in the Resolution as well as the Rules. A brief discussion was held about the title for the Staff Liaison that shows intercultural affair planner. This title was from a previous Mayor's administration that had an Intercultural Affairs Department. Mr. Sanchez states it can be removed, however it reads intercultural affair planer or staff liaison the Committee is fine with keeping it the same.

Ms. Hemmer would like to know which areas each member represents. Each member stated their related areas:

- Ms. Cdebaca-Women's Self Services
- Ms. Diaz-Human Rights, Labor Organizations and Legal Services
- Ms. Guerrero-Human Rights, Social Services, Healthcare, Women Advocacy Groups and Educators.
- Ms. Hayre-Social Services, Youth Service Providers and Educators
- Ms. Lopez-Human Rights, Interpreters in Court/Legal Services
- Ms. Hemmer-Religious Community
- Mr. Rios-Healthcare, Human Rights, Social Services and Youth Service Providers
- Ms. Ugalde-Alcazar-Human Rights, Youth Service Providers and Healthcare
- Chair Seluja-Human Rights, Business Community and Financial Services

Ms. Hemmer reminded the Committee that the Educator slot needs to be filled.

Ms. Diaz stated the Mayor has expressed an interest in having a refugee subcommittee to work on those issues. Ms. Hemmer stated in Albuquerque the Catholic Charities were interested in that as well. Mr. Sanchez states he spoke to them. Perhaps that can be a subcommittee within this Committee.

A discussion was held on how to make the changes to the Resolution that coincide with the City Rules and Procedures for Committees.

Ms. Guerrero presented her recommendations/proposals she would like to see as internal policies. (See Exhibit A) This can be discussed as a group and changes can be made. Mr. Sanchez stated the Veteran's Committee started out with something similar and it is a good tool to hand out to new or prospective members.

A discussion was held about the duties and responsibilities of the Committee and Chair and Vice Chair. Chair Seluja discussed the idea of subcommittees to report to the Committee each meeting, it would more efficient and they can focus on certain issues.

Mr. Sanchez agrees, the Chair can report the work of the subcommittees to the Mayor or City Council in the yearly report.

Ms. Lopez expressed the importance of having community members to sit on the subcommittees.

Mr. Sanchez explained the mission of the Committee and the components that make up the purpose of the Committee.

Ms. Lopez would like to have the Police Department Liaison and the County Liaison recognized in the Resolution or in the Internal Policy.

MOTION: Ms. Lopez moved to adopt the Internal Framework with recommendations to be discussed, with a second from Ms. Hemmer which passed by voice vote.

A discussion was held about ideas for new subcommittees. Ms. Ugalade-Alcazar would like to see Mental Health and Anti-Oppression since there is a need for these issues to be looked at.

Mr. Sanchez recommends forming a Human Services subcommittee for Health, Mental Health and Education.

Ms. Diaz would like to remind the Committee that it is important to declare a policy to mention the Resolution explaining the use of Municipal resources to hold a person. Mr. Rios expressed the importance of also creating a trusting relationship between the community and law enforcement.

MOTION: Mr. Rios moved to accept the Internal Framework as amended, with a second from Ms. Ayers which passed by voice vote.

b.) Discussion and Election of Chair and Vice Chair

Mr. Sanchez discussed the decision from the Mayor is to keep Chair Seluja. The Commission can make a recommendation and he can change the appointment if he chooses. Mr. Sanchez will meet with the Mayor tomorrow he could take the recommendations with him.

Chair Seluja explained the work that needs to be done by a Chair. The preparation of gathering items and information to place on the agenda, assuring there is a quorum and getting coverage if she cannot attend a meeting.

A brief discussion was held about the Vice Chair taking over the role of Chair historically.

Mr. Rios stated his interest in becoming Chair. Mr. Rios was under the impression there would be an election so he prepared a brief statement. Mr. Rios covered his main points, stating his background and work experience.

Ms. Lopez states she would like to give someone else the opportunity to be Vice Chair.

A discussion was held about the person chosen and the transition that would need to occur. It was suggested Chair Seluja would remain the Chair and help Mr. Rios transition from Vice Chair and send the recommendation to the Mayor's Office. After further discussion Chair Seluja suggested that she send the recommendation for Mr. Rios to become the Chair and Ms. Seluja will become Vice Chair.

MOTION: Ms. Ugalde- Alcazar moved to send the recommendation to the Mayor for Mr. Rios to serve as Chair of the Committee, with a second from Ms. Lopez which passed by voice vote.

c.) Discussion and appointments of Subcommittees: i.e. Education, Social Media, etc.

This item will be tabled until the next meeting due to a lack of time.

d.) Discussion and approval of bi-monthly meetings

This item will be tabled until the next meeting due to a lack of time.

6. OLD BUISNESS: None

7. COMMENTS FROM THE CHAIR AND COMMITTEE MEMBERS

This item will be tabled until the next meeting due to a lack of time.

8. REPORT FROM STAFF

This item will be tabled until the next meeting due to a lack of time.

9. ADJOURNMENT

There being no further business to come before the Immigration Committee the meeting was adjourned at 6:02 p.m.

SIGNATURES

Alejandra Seluja, Chair

Linda Vigil, Stenographer

City of Santa Fe – Immigrant Committee
Tuesday, May 3, 2016

Proposal for Internal procedures that should be included based on tradition and history of immigration committee:

1. One of the principal purposes of the committee is to enhance public safety by **promoting trust between immigrant community and the city and its law enforcement officials.** We do this in three ways:

   A. Advising governing body, Mayor, and departments (mainly police) regarding policy and procedures.
   B. Communicate these policies and procedures to the immigrant community and the general public.
   C. Ensure that these policies and procedures are being followed.

2. New chairperson or vice chairperson should ask all committee members for items to include in agendas.

3. In order for committee to make recommendations to Mayor and governing body for new members, prospective members should come to a minimum number of meetings (how many?), provide a letter of intent and resume to committee for consideration.

4. Committee members should be made aware of subcommittee meetings or any other meetings with governing body, Mayor, city staff, or departments at which the committee or its positions are represented. (Should these meetings be open to committee members—as long as there is no quorum?)

5. Subcommittees should include:
   A. Education Committee
   B. Law enforcement/courts/corrections Committee
   C. Social Media & Communications Committee
   D. Language Access Committee
   E. Refugee Committee
   F. Ad hoc committees (legislative committee, budget recommendations, etc).

6. Committee **should be a welcoming and safe space for community members to discuss concerns about violations of rights.** Committee should follow up with the city and members of the community.

